



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY
AUDITOR-CONTROLLER

September 19, 2005

TO: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley 
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – MURRELL’S
FARM AND BOYS HOMES, INCORPORATED – MURRELL’S HOME
EAST GROUP HOME, MURRELL’S HOME WEST GROUP HOME**

We have completed a review of Murrell’s East Group Home and Murrell’s West Group Home (Group Home or Agency) operated by Murrell’s Farm and Boys Homes, Incorporated. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Murrell’s East and West Group Homes are six-bed facilities, and both provide care for boys ages 14-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Murrell’s East Group Home was providing services for five Los Angeles County DCFS children. Murrell’s West Group Home was providing services for six Los Angeles County DCFS children.

Murrell’s East and West Group Homes are located in the Fifth District.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency’s Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with

“To Enrich Lives Through Effective and Caring Service”

children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services as outlined in their Program Statement. However, each Group Home has deficient areas that need to be addressed.

Both Group Homes need to complete and maintain initial assessments for all children within 30 days of placement; include the children's placement workers in the development and update of the NSPs; maintain Needs and Services Plans for all children that are comprehensive, specific, measurable, attainable, realistic, time limited and include short term and long term goals; provide each child with sufficient clothes to meet DCFS clothing standards for quantity; provide children with the required minimum base allowance; and encourage and assist all children in creating and maintaining life books.

Murrell's East Group Home needs to repair the patio cover; repaint the hallway; repair the burners on the kitchen stove; replace the light in the kitchen refrigerator; maintain age appropriate and accessible recreational equipment and board games for the children's use; and provide children with access to a readily available computer with a variety of programs.

Murrell's West Group Home needs to refinish the patched repairs on the living room wall; replace the lid on the kitchen trash-can; paint the wall in bedroom two; maintain a variety of board games for the children's use; maintain an adequate supply of age-appropriate educational resources and casual reading material for the children; and obtain an age waiver from Community Care Licensing for all children 18 years of age and older.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:dl

http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Chief Probation Officer
Emmett Murrell, Executive Director, Murrell's Farm and Boys Homes, Inc.
Public Information Office
Audit Committee

**Murrell's Farm and Boys Homes, Inc.
Murrell's East Group Home
2172 East Avenue Q-5
Palmdale, California 93550
Phone: (661) 273-9412
License Number: 197601824
Rate Classification Level: 8**

I. Facility and Environment

Method of assessment – Observation

Comments:

Murrell's East Group Home is located in a residential community and blends in well with the other homes on the block. However, the patio cover in the backyard is missing the cover sheeting material, and the frame is weathered, chipped and peeling.

The interior of the Group Home and common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, there are a few items that need attention. The hallway paint is faded and various areas have non-matching paint. Two burners on the kitchen stove do not light properly, and the light bulb for the refrigerator is missing.

Children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains TVs, a stereo, and an electronic game. Books and resource materials are also available. However, the Group Home does not maintain age appropriate or accessible recreational equipment, or board games. There is a computer in the staff office which is not readily accessible to the children.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

- 1. Murrell's Farm And Boys Homes, Inc. management:**
 - a. Refinish the patio cover frame and replace the cover sheeting.**
 - b. Repaint the hallway.**

- c. **Repair the burners on the kitchen stove.**
- d. **Replace the light in the kitchen refrigerator.**
- e. **Maintain age appropriate and accessible recreational equipment, and board games for the children's use.**
- f. **Provide children with access to a readily available computer with a variety of programs.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. There is no documentation of either child being assessed for needed services within thirty days of placement.

There is no documentation that the treatment team included the children's placement workers in developing and updating the Needs and Services Plans (NSPs). The NSPs are current; however, they are not comprehensive, and do not include long and short term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Murrell's Farm And Boys Homes, Inc. management:

- a. **Complete and maintain initial assessments for all children within 30 days of placement.**
- b. **Include the children's placement workers in the development and update of the NSPs.**
- c. **Maintain Needs and Services Plans for all children that are comprehensive, specific, measurable, attainable, realistic, time limited and include short term and long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are no children receiving psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowances to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality. However, one child is in need of pants, underwear, and socks. The other child is in need of slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Both children report they have never been offered a life book, or encouraged or assisted in maintaining one.

Recommendations

3. Murrell's Farm and Boys Homes, Inc. management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.**
- b. Provide children with the required minimum base allowance.**
- c. Encourage and assist all children in creating and maintaining life books.**

**Murrell's Farm and Boys Homes, Inc.
Murrell's West Group Home
1219 East Avenue R-7
Palmdale, California 93550
Phone: (661) 273-9412
License Number: 197606108
Rate Classification Level: 8**

I. Facility and Environment

Method of assessment – Observation

Comments:

Murrell's West Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, several repaired patches on the living room wall are not painted, and the trash-can in the kitchen is missing a lid.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, a wall in bedroom two has patched areas that need to be repainted with paint that matches the remainder of the wall.

The Group Home maintains age appropriate and accessible recreational equipment. There is a TV, a stereo, an electronic game, and a DVD player. There is also a computer readily available to children with a variety of programs. However, the Group Home does not have board games, and there is not an appropriate quantity and quality of books and resource materials.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

- 1. Murrell's Farm and Boys Homes, Inc. management:**
 - a. Repaint the patched repairs in the living room.**
 - b. Replace the lid on the kitchen trash-can.**

- c. **Paint the wall a uniform color in bedroom two.**
- d. **Maintain a variety of board games for the children's use.**
- e. **Maintain an adequate supply of age-appropriate books and resource materials for the children.**

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

One Child is eighteen years old and does not meet the Group Home's population criteria as outlined in their Program Statement. In addition, the Group Home has not obtained an age waiver from Community Care Licensing. There is no documentation of either child being assessed for needed services within thirty days of placement.

There is no documentation that the treatment team, in developing and updating the Needs and Services Plans (NSPs), included the children's placement workers. The NSPs are current; however, they are not comprehensive, and do not include long and short term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

2. Murrell's Farm and Boys Homes, Inc. management:

- a. **Obtain an age waiver from Community Care Licensing for all children 18 years of age and older.**
- b. **Complete and maintain initial assessments for all children within 30 days of placement.**
- c. **Include the children's placement workers in the development and update of the NSPs.**
- d. **Maintain Needs and Services Plans for all children that are comprehensive, specific, measurable, attainable, realistic, time limited and include short term and long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are currently no children receiving psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews:

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews:

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowances to children. Children are given opportunities to select their own clothes. However, one child is in need of under shirts and slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

One child reports that he has been encouraged and assisted in maintaining a life book. However, the other child reports he has never been offered a life book.

Recommendations

3. Murrell's Farm and Boys Homes, Inc. management:

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.**
- b. Provide children with the appropriate minimum base allowance.**
- c. Encourage and assist all children in creating and maintaining life books.**



June 28, 2005

Carla Carr
Group Home Ombudsman
Department of Auditor-Controller
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Program Audit Report Dated 5/16/05

Dear Ms. Carr:

The following Corrective Action Plan is in response to your program audit report of May 15, 2005:

Corrective Action Plan

1. Facility: 2172 East Avenue Q-5, Palmdale, CA 93550

Comments:

The Group Home does not maintain age appropriate and accessible recreational equipment and board games. A broken bicycle is in the backyard. There are TVs, stereo, and an electronic game. There is an appropriate quantity and quality of reading materials, and educational resources. A computer is in the staff office and not readily accessible to the children. The Group Home maintains a sufficient supply of perishable and non-perishable foods.

Recommendations:

- a. Refinishing the wooden patio covering frame and replace the cover sheeting.
- b. Repaint the hallway.
- c. Repair the burners on the kitchen stove.
- d. Replace the light in the kitchen refrigerator.
- e. Maintain age appropriate and accessible recreational equipment, and board games for the children's use.
- f. Provide children with access to a readily available computer with a variety of programs.

"Serving our community since 1984"

CAP:

2172 East Avenue Q-5 is no longer a residence utilized by Murrell's. The clients have been relocated to:

44423 Hanstead Avenue
Lancaster, CA

as of May 9, 2005. The clients relocated to Hanstead were placed there in accordance to their age and level of preparation for emancipation.

As of 6/14/05:

- Age appropriate board games, a basketball and a bicycle were purchased and provided on 6/13/05
- A computer and DSL Internet line have been provided as of 6/13/05. The age appropriate software will be discussed and approved by Care Team, according to the clients' needs, on 6/28/05.
- The light in the refrigerator was replaced on 6/10/05. The refrigerator was transferred to the new location.

A quality assurance officer, Veronica Ramirez, was assigned to this home to assure that it stays in full compliance and maintains an adequate supply of everything needed for a well-run and well-supplied Group Home, i.e. repair kits, trashcans, paints for patches, linens, dishes, food, paper products, cleaning supplies, educational resources, board games, etc.

The home is inspected daily and inventory is done upon arrival at 10:00 a.m. Monday – Friday to ensure that the corrective actions remain implemented and are working as intended.

The Home is also checked three times a week by the Group Home Administrator, Ken Brown.

11. Program Services

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. There is no documentation of either child being assessed for needed services within thirty days of placement.

There is no documentation that the treatment team, in developing and updating the Needs and Services Plan (NSPs), included the children's placement workers. The NSPs are current. However, they are not comprehensive, and do not include long and short term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations:

- a. Complete and maintain initial assessments for all children within 30 days of placement.
- b. Include the children's placement workers in the development and updates of the NSPs.
- c. Maintain Needs and Services Plans for all children that are comprehensive; specific, measurable, attainable, realistic, time limited and includes short term and long term goals.

CAP:

- Resumption of Care treatment team as of 6/10/05.
- As of 6/17/05, the Needs and Service Plans contain long-term and short-term goals that are measurable, attainable and realistic.
- The needs were based upon conferences with client, social worker, and care treatment team. NSPs were individually reviewed with client, and their signatures were obtained.
- As of 6/17/05, all clients' CSiVs were sent updated NSPs via mail that included client's signatures. The updated NSPs were sent to the placement worker requesting signature.
- As of this date, some of the NSPs have been signed, returned and can be found in the client's files. Those NSPs that have not been signed and returned by CSWs will be followed up with phone calls and reminded.
- The 30-day assessments have been completed as of 6/17/05.

Currently in place are daily care notes on each individual client, weekly progress notes, and monthly reports. These are turned over to the treatment care team for assessment on each client. The care team will do a weekly assessment of each and every client residing in Murrell's group homes. Our new team of counselors' first priority is the clients' needs and maintaining records in compliance.

The Group Home Administrator will maintain an overview in each clients file.

III. Education and Emancipation Services

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's Program includes the development of children's daily living, self-help and survival skills.

Recommendations:

There are no recommendations for this section.

IV. Recreation and Activities

Comments:

The group home provides children with sufficient recreational activities and leisure time. Children are given the opportunity to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Comments:

Per the staff and the review of relevant documents, there are no children in the Group Home currently being prescribed psychotropic medication.

Recommendations

There are no recommendations for this section.

VI. Personal rights

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have approved visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children are given the opportunity to receive or reject voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Comments:

The Group Home provides appropriate clothing, items of necessity, and allowances to the children. The Group Home supplies children with the required \$50 monthly clothing allowance, and children are given the opportunity to select their own clothes. Clothing provided to children is of good quality. However, one child is in need of pants, underwear, and socks. The other child is in need of a pair of slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

Both children report they have never been offered a life book or encouraged and assisted in maintaining one.

Recommendations

- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.
- b. Provide children with the required minimum base allowance.
- c. Encourage and assist all children in creating and maintaining a life book

CAP

- Staff has completed an inventory list (Lic/form #621) for every child as of 05/31/05. The inventory list is kept on file under personal possessions and will be updated every two months.
- As of 5/6/05, all boys are receiving their minimum allowance of 7.50. Every child receives initial intake clothing allowance of \$244 and receives \$50 monthly clothing allowance thereafter.
- As of 5/31/05, a life book was purchased for each client in the Group Home and they are encouraged to write in it and maintain personal mementos.

Veronica Ramirez is to make sure that all the allowances are given to the boys and all records are maintained.

Facility: 1219 East Avenue R-7, Palmdale, CA 93550

I. Facility and Environment

Comments:

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, several repaired patches on the living room wall are not painted, and the trashcan in the kitchen is missing a lid.

Overall, children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. However, a wall in bedroom two has been repaired, but the paint used to cover the patch repairs is not uniform with the color resources.

The group home maintains age appropriate and accessible recreational equipment. There is cable TV, stereo, an electronic game, and a DVD player. There is a computer readily available to children. However, the home does not have board games, and there is not an appropriate quantity and quality of reading materials and educational resources.

Recommendations

- a. Refinish the patched repairs in the living room.
- b. Replace the lid on the kitchen trashcan.
- c. Paint the wall a uniform color in bedroom two.
- d. Maintain a variety of board games for the children's use.
- e. Maintain an adequate supply of age-appropriate educational resources and casual reading material for the children.

CAP:

- A maintenance person was hired to repair the patches in the living room and the repair was completed on 5/24/05.
- A new trashcan with a lid was purchased on 5/27/05
- The maintenance person repaired and painted the wall in bedroom two with the same color as the rest of the room. Date completed 5/25/05
- Age-appropriate board games were provided on 6/13/05
- A bookcase was donated and placed in this facility as of 6/13/05. An encyclopedia that was already in the house, along with a dictionary, was placed in the bookcase. Staff will take the children

to the library on Friday evenings, and they are to insure that all available reading material in the house is appropriate for their age.

A maintenance person has been hired and is readily available to make repairs upon request. Staff is to establish and maintain reading time, and it is to be set on their agenda beginning 6/28/05.

II. Program Services

Comments:

One child is eighteen years old and does not meet the Group Home's population criteria as outlined in their program statement. In addition, the Group Home has not obtained an age waiver from Community Care Licensing. There is no documentation of either child being assessed for needed services within thirty days of placement.

There is no documentation that the treatment team, in developing and updating of the Needs and Service Plans (NSPs), included the children's placement workers. The NSPs are current. However, they are not comprehensive, and do not include long and short term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

- a. Obtain an age waiver from Community Care Licensing for all children 18 years of age and older.
- b. Complete and maintain initial assessment for all children within 30 days of placement.
- c. Include the children's placement workers in the development and update of the NSPs.
- d. Maintain Needs and Services Plans for all children that are comprehensive; specific, measurable, attainable, realistic, time limited and include short-term and long-term goals.

CAP:

- The boy that was 18 years old was removed from the facility at R-7 and placed in 44423 Hanstead Avenue, Lancaster, CA. His age waiver was received on 6/23/05.
- There are now no boys 18 years old in this facility.
- Initial assessments for all children within 30 days of placement have been completed and are found in their files as of 6/15/05. Resumption of Care treatment team as of 05/31/05.

- The Needs and Service Plan contain long-term and short-term goals that are measurable, attainable and realistic.
- Their needs were based upon conferences with client, social worker, and care treatment team. NSPs were individually reviewed with client, and their signatures were obtained.
- All clients CSWs were sent updated NSPs via mail that included client's signatures. The updated NSPs were sent to the placement worker requesting signature.
- As of this date, some of the NSPs have been signed, returned and can be found in the client's files. Those NSPs that have not been signed and returned by CSWs will be followed up with phone calls and reminded.
- The 30 day-assessments have been completed as of 6/15/05.
-

Currently in place are daily care notes on each individual client, weekly progress notes, and monthly reports. These are turned over to the treatment care team for assessment on each client. The care team will do a weekly assessment of each and every client at Murrell's center. Our new team of counselors' first priority is the client's needs and maintaining records in compliance. The Group Home Administrator will maintain an overview in each clients file.

III. Educational and Emancipation Services

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school.

The Group Home's program includes the development of children's daily living, self-help and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given the opportunity to participate in planning activities.

Children are allowed to participate in extra-curricular enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Comments:

According to the Agency's management, there are currently no children receiving psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendation

There are no recommendations for this section.

VI. Personal Rights

Comments:

Children are informed about the group home's policies and procedures. Children report that they feel safe in the group home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meal and snacks.

Children are given the opportunity to receive or reject voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Comments:

The Group Home provides appropriate clothing, items of necessity, and allowances to the children. The Group Home supplies children with the required \$50 monthly clothing allowance, and children are given the opportunity to select their own clothes. However, one child is in need of undershirts and a pair of slippers.

Children are permitted to spend their allowances as they choose. However, the Group Home does not provide children with the required minimum base allowance.

The Group Home provides children with adequate personal care items.

One child reports that he has been encouraged and assisted in maintaining a life book. However, the other child reports he has never been offered a life book.

Recommendations

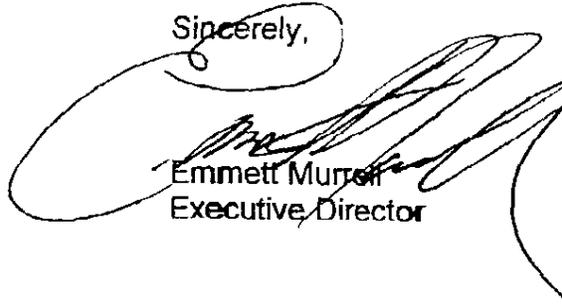
- a. Provide each child with sufficient clothes to meet DCFS clothing standards for quantity.
- b. Provide children with the appropriate minimum base allowance.
- c. Encourage and assist all children in creating and maintaining a life book.

CAP

- Staff has completed an inventory list (Lic/form #621) for every child as of 05/31/05. The inventory list is kept on file under personal possessions and will be updated every two months.
- As of the 05/06/05, all boys are receiving their minimum allowance of 7.50. Every child receives initial intake clothing allowance of \$244 and receives \$50 monthly clothing allowance thereafter.
- As of 5/31/05, a life book was purchased for each client in the Group Home and they are encouraged to write in it and maintain personal mementos.

We appreciate your oversight of the conditions of our group homes and our policies and procedures with regard to them. Your comments and recommendations are always welcome, as we all strive to create an environment in which our boys can thrive.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "Emmett Murray". The signature is written over the printed name and title.

Emmett Murray
Executive Director

C: Don Luther

Murrell's Community Service Agency
Youth Center

Attachment
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July 26, 2005

Carla Carr
Group Home Ombudsman
Department of Auditor-Controller
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 515-A
Los Angeles, CA 90012

Re: Corrective Action Plan dated June 28, 2005

Dear Ms. Carr:

The following information is being provided at the request of Don Luther and is an addendum to our Corrective Action Plan dated June 28, 2005:

Preadmission

When a new client is referred to our facility, the placement social worker faxes the personal information or Needs and Case Summary Plan (DCFS 709) to us. Based on that information, Murrell's social worker completes the preadmission questionnaire. The information, along with the questionnaire, is then reviewed by the Care Team. The Care Team consists of the childcare workers, the administrator, Murrell's social worker and the case social worker (CSW). The care team discusses the different needs of the client and whether the placement will be able to meet those needs, if the level of care is appropriate, and if there is a school available for his educational needs, etc. Once all the needs have been explored and satisfied, a realistic objective service plan is developed. At this point, the intake appointment is made with the CSW.

Intake Interview

When the young man is brought to our center, all care team members are present to take part in the intake. By this time a rough draft of the Appraisal/Needs and service plan is completed and all members review a copy.

During the meeting the members make any comment concerning the needs appraisal and, if necessary, changes will be made. Short and long-term goals are established at this meeting. A final draft is then completed and is signed by the administrator, Murrell's social worker, the CSW and the resident.

"Serving our community since 1984"

Within the first week Murrell's social worker will interview the client to discuss some of the ways we would like to assist him and to create a rapport with the client. If the CSW is not able to be present, a Murrell Needs and Assessment form is faxed and mailed to the CSW for input and concurrence, and the CSW will sign it and fax and mail back to us.

Monthly reports

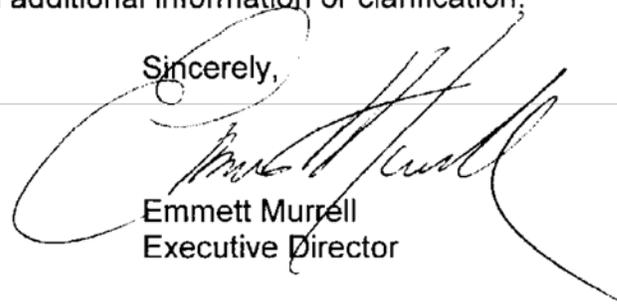
Childcare providers will complete the weekly reports for each client and turn them into Murrell's social worker. The information will be compiled with the care notes that Murrell's social worker took during that month, and the notes, referrals and comments from the weekly care team meetings. All this information is then faxed over to the CSW. In this report, the socialization, emotional, mental, physical health, and functioning skills are addressed, and if the plan is benefiting the client or if the intervention is not successful.

Six Month Review

After six months the care team revisits the plan. During that meeting the plans are reviewed and discussed to ascertain what short and long-term goals were accomplished and if there are any changes that need to be addressed. Through all this the CSW has been an active member and provides input on the many services provided to the client. It is important for every member to take part in the service plan so that the client can benefit.

Please let us know if you need additional information or clarification.

Sincerely,



Emmett Murrell
Executive Director

c: Don Luther